



Athletic Coordinator

City of Miami Gardens, FL. (109,700)

Opening Date: 11/19/12

Deadline Date: 12/7/12; or until filled

Salary: \$32,099 min. to \$40,123 mid./DOQ

Nature of Work:

Employees in this class are responsible for developing, promoting, coordinating and implementing athletic and recreation activities and programs, including but not limited to football, cheerleading, track, baseball, basketball, and soccer, as well as other leisure sports. Supervision is received from the Athletic Manager.

Minimum requirements:

Associates degree or 60 college credit hours from accredited college or university required; One (1) year of experience in sports programming for youth, adults, and seniors; or any equivalent combination of relevant training and experience required. Bachelor's degree in Recreation, Public or Business Administration or a closely related field from an accredited college or university preferred. Must possess and maintain a valid Florida Driver's License and satisfactory driving record throughout employment. First Aid and CPR certified preferred. Applicant must be able to work some holidays, weekends and evening hours.

Please send Resume & Official City Application Form to:

Human Resources Department, City of Miami Gardens

1515 NW 167th Street; Suite 200

Miami Gardens, FL 33169

Fax: (305) 622-8265

www.miamigardens-fl.gov

EOE M/F/D/V; Drug-Free Workplace